

# Minutes

## Clark County Planning Commission

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Regular Meeting ~ 2:00 pm.  
Wednesday, February 4, 2015

Springview Government Center  
3130 East Main Street  
Springfield, Ohio 45505

Mrs. Elaine Stevenson, Chairperson of the Clark County Planning Commission of Clark County Ohio, calls the meeting to order at 2:00 pm.

Present: Mrs. Elaine Stevenson, Mrs. Nora Parker, Ms. Jo Anderson, Mrs. Charlene Roberge, Mr. David Minard, Commissioner Lohnes, Commissioner Detrick and Commissioner Hartley.

Absent: Mr. Mark Scholl and Ms. Janie Riggs

Chairperson Stevenson asks if there are any corrections or amendments to the minutes. There were none. Chairperson Stevenson asks for a motion to approve the minutes.

**CPC: 1-01-2015: Minutes ~ December 3, 2014 ~ Regular Meeting**

Motion by Mrs. Roberge, seconded by Mrs. Parker, to **Approve** the minutes as presented.

**VOTE: Yes:** Mrs. Roberge, Mrs. Parker, Mrs. Stevenson, Mr. Minard, Commissioner Detrick, Commissioner Lohnes and Commissioner Hartley.

**No:** none

**Abstain:** Mr. Jim Burkhardt and Ms. Jo Anderson

***Motion carried.***

**ZA-2015-01: Initiated by the Rural Zoning Commission; Proposed Text Amendment Chapter 9, Section G, 1 b to delete Item # 9 requiring health department approval before issuing a zoning certificate**

Chairperson Stevenson presents the case and asks Mr. Neimayer for the Staff Report.

Mr. Neimayer stated that due to changes recently adopted by the Combined Health Department Board, which became effective on January 1, 2015. In the past, Staff was able to help speed up the Site Approval Application process by emailing the completed application to the Health Department. Now, because the Health Department charges a fee and will not accept an application with payment, Staff can no longer assist the Applicant. Therefore, Staff recommends that Item #9 be deleted. Staff will continue to inform the Applicant to contact the Health Department or Ohio EPA as applicable, for proper on-site utility methods. In

addition, all Zoning Certificates will include language reminding the Applicant to contact the Health Department (or Ohio EPA).

Mr. Neimayer stated that the other reason in recommending this change is that Staff does not want to hold up the zoning review process for matters beyond our authority.

On a related, but separate matter, Staff is no longer requiring the Applicant to submit a copy of the Building Notice form from the County Auditor's Office. Zoning Certificates will also include language reminding the Applicant to contact the Auditor's Office.

Mr. Neimayer asked if there were any questions from the Board.

Chairperson Stevenson asked if the Applicant will go to the Auditor's Office and the Health Department after the information is given to Community Development Staff.

Mr. Neimayer stated the Applicant can proceed in one of two ways: 1) they can first go to the Health Department and Auditor's Office to get the required documents and then proceed to Community Development; or 2) they can start with Community Development for zoning and building permits and then follow up with the Health Department and Auditor's Office.

Chairperson Stevenson asked if the time frame was about the same with the changes to process everything as it was before.

Mr. Neimayer stated that under the previous process in emailing the form to the Health Department it was about a week turnaround. There should be no real change in time in the process.

Mrs. Roberge asked if a motion was needed for this.

Mr. Neimayer responded yes.

**CPC: 1-01-2015: ZA-2015-01: Initiated by the Rural Zoning Commission;  
Proposed Text Amendment Chapter 9, Section G, 1b to delete Item # 9 requiring  
health department approval before issuing a zoning certificate**

Motion by Mrs. Roberge, seconded by Ms. Anderson, to **Recommend** to the Rural Zoning Commission the Proposed Text Amendment as presented.

**VOTE: Yes:** Mrs. Roberge, Ms. Anderson, Mr. Minard, Mr. Burkhardt, Mrs. Parker, Commissioner Detrick, Commissioner Hartley and Commissioner Lohnes.

**No:** None.

***Motion carried unanimously.***

### CROSSROADS Land Use Plan Update

Mr. Neimayer reviewed the CROSSROADS Land Use Plan in regards to Agricultural Uses and Farmland Preservation to give the Board background on what has happened since adoption of the plan in May of 1999. The CROSSROADS Land Use Plan *"is meant to be a flexible, living document that is constantly used and when necessary updated to reflect changing conditions and local priorities"*. Mr. Neimayer stated that Chapter 6 (Implementation) of the Plan recommends a review and update to be initiated every three years. Department records show the last update to the Plan was made in 2005 – new language was needed to participate in a regional growth fund. In 2009 there were supplements added to the plan.

Mr. Neimayer also stated that under the Agricultural Easement Purchase Program (AEPP), Applicants receive additional points when the local jurisdiction's comprehensive land use plan has been adopted or updated within the past seven years. The last review/update to the Plan was more than seven years ago. As the AEPP has become extremely competitive, every "point" counts.

Mr. Neimayer gave a PowerPoint presentation on the farmland preservation activities that have occurred since the adoption of the CROSSROADS Land Use Plan. The Farmland Preservation Workgroup recommends the sections of the Plan dealing with agricultural use and farmland preservation be reviewed and updated as necessary. At a minimum, the goals and objectives are reinforced. This needs to go through the County Planning Commission and the CEDA Regional Planning Commission and then to the County Commissioners. The goal is to have the Plan updated by early April prior to the next AEPP funding cycle.

Commissioner Detrick thanked Mr. Neimayer for taking this project on and stated that Clark County is number one in the Midwest. Eastern Clark County is about 45% land preservation. There are a whole series of rules that you have to go through and some areas will never get it. Clark County is in the top ten in Agriculture in the state of Ohio. We have very valuable farmland which has high yields per acre.

### **Staff Comments**

Mr. Neimayer stated that the next scheduled meeting will be March 4, 2015.

### **Adjournment CPC: 2-03-2015: Adjournment**

Motion by Mrs. Roberge, seconded by Commissioner Detrick, to adjourn the meeting.

**VOTE: Motion carried unanimously.**

The meeting was adjourned at 2:28 pm.

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Mrs. Elaine Stevenson, Chairperson

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Mr. Thomas A. Hale, Secretary